

Qty Purchase Agreement QPA Number		Page
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Requisition Nbr.:	Steelcase Installation Serv.	
Effective Date:	12/18/2007	
Expiration Date:	12/17/2008	
Agency Number:		
Facility:	QPA 10331 Amendment #1	
Vendor Federal ID:	356000158	
Vendor Telephone Nbr:	317/388-8580--	
Name Of Contact Pers:	JOHN RARDIN	
FAX Number:	317/280-3003--	

Name and Address of Vendor: PEN PRODUCTS
Cntct: JOHN RARDIN
6075 LAKESIDE BLVD
INDIANAPOLIS IN 46278

In accordance with your bid, submitted in response to the above referenced solicitation, the Vendor agrees that the Indiana Department of Administration, Procurement Division, has the option to purchase the items listed below under the terms of this agreement.

The Vendor agrees to charge these prices for any products ordered on any QPA release received after the expiration of the QPA but issued prior to the expiration date. The quantity listed herein is an estimate of the requirements. The state may order substantially more or substantially less pursuant to the terms of this agreement.

Orders are to be delivered only upon receipt of properly approved Quantity Purchase Award Release.

Line Number	Quantity	UNIT	Article and Description	Unit Price
<p>This is an award of a Quantity Purchase Agreement for Installation Services for Steelcase Systems Furniture purchased through Business Furniture QPA 10331. Services will primarily be provided at the Indiana Government Center but may be available throughout the State.</p> <p>QPA can be mutually renewed yearly for three additional years.</p> <p>The vendor agrees to charge these prices for any products ordered on any QPA release received after the expiration date, but issued prior to the expiration date, and postmarked no later than 14 business days after the QPA's expiration date.</p> <p>Quantities are estimated and actual usage could be substantially more or less.</p> <p>.</p> <p>The awarded vendor must maintain, at a minimum, the following information and be capable of supplying a report within one week of a request by the State:</p> <ol style="list-style-type: none"> 1. Quantity and Type of services provided to any State Agency and/or Political Subdivision, separated by each. 2. Total Dollar value of purchased services made, separated by State Agency and/or Political Subdivision. <p>.</p> <p>If the M/WBE participation level will exceed or fail to meet the goals outlined in the contractor's proposal, you must notify the M/WBE office immediately at MWDDBE@idoa.in.gov. In the event that the contractor fails to report changes in participation attainment, demonstrate a good faith effort to reach the participation goals, pay the MBE and WBE in a timely manner or satisfactorily resolve any outstanding claims, the department may elect to withhold a disputed amount from the payments due to the contractor, suspend or terminate the contract, recommend suspension of the contractor's certification status with the public works division, and/or suspend, revoke, or deny the MBE or WBE certification and eligibility to participate in the MBE or WBE program per (25 IAC 5-7-8).</p> <p>.</p>				
1	99,999,999.00	HUR000000000100067005	General Labor/Offender Worker - Regular Shift	4.5000
2	99,999,999.00	HUR000000000100067006	General Labor/Crew Supervisor - Regular Shift	35.0000
3	99,999,999.00	SMI 000000000100067007	Trip Charge - Semi-Trailer Usage Per Mile for Round Trip	3.0000

The following UN/CEFACT Unit of Measure
Common Codes are used in this document:
HUR Hour
SMI Miles

Signature of Purchasing Officer	Typed Name	Signature Of Approval Office Of the State Attorney General	
	Date Signed	Typed Name	Date Signed
Authorized Signature	Indiana Department Of Administration Procurement Division 402 West Washington Street, Rm W468 Indianapolis, Indiana 46204 Telephone: (317) 232-3053		